

REGISTER OF WORK SHEET FOR TYPISTS

Department.....			Section.....		
Name of the Typist.....					
Sl. No.	Case/Diary number of reference.	Number of lines/words typed.	Kind of typing (cutting Stencils, Statements, Typing in half margin or draft forms)	Number of copies taken out.	Remarks.
1	2	3	4	5	6
Date					

The norm of workload is mainly intended for determining staff pattern for various offices and in times of urgency or when the workload is heavy on any particular occasion, the existing typists themselves have to attend to the additional work, if any.

Para 105(i) of the Secretariat Manual of Office Procedure and K.G.S. Form 6 will stand modified accordingly.

V. A. GUMASTE,

*Deputy Secretary to Government, I/c
General Administration Department
(Efficiency Research)*

112

Review of promotions to the cadre of Under Secretaries to Government—Orders regarding.

READ :—

- (1) O.M. No. GAD 4 IPE 73 dated 13th July 1973.
- (2) The Karnataka State Civil Services (Regulation of promotion, pay and pension) (No. 2) Ordinance 1973, published in the Notification No. LAW 78 LGN 73 dated 16th November 1973.

ORDER No. GAD 432 SGO 73 (B), DATED BANGALORE, THE 10TH APRIL 1974

The promotions already made so far from the cadre of Superintendents (Now Section officers) to the cadre of Under Secretaries to Government have been reviewed in the light of the final Inter State Seniority list of Superintendents of the Secretariat Service as on 1st November 1956 published in Notification No. GAD 189 INS 68, dated 15th November 1968, in accordance with the Karnataka State Civil Services (Regulation of promotion, pay and pension) (No. 2) Ordinance 1973 and the dates of eligibility of persons included in the final Inter-State Seniority list to the posts of Under Secretaries to Government, are as indicated in column 4 of the Statement annexed to this Order.

By Order and in the name of the Governor of Karnataka.

H. P. DHARANENDRANATH,

*Under Secretary to Government,
General Administration Department (Services).*

ANNEXURE—STATEMENT

Sl. No.	Name of the Officer	Date of actual promotion as Under Secretary to Govt.	Date of eligibility for promotion as Under Secretary to Govt.	Remarks
1	2	3	4	5
<i>Sriyuths :</i>				
1.	Mohd. Iftekhharuddin ...	22-6-1957	24-1-1957	...
2.	T. S. Ahobala Rao ...	6-6-1957	6-6-1957	...
3.	Fazle Azeem ...	...	...	Overlooked for promotion as he was deaf.
4.	Khaja Gulam Gouhar Ali Khan ...	12-11-1958	12-1-1958	(He was found not suitable for promotion from 22nd June 1957, i. e. the deemed date of promotion)
5.	A. A. Aziz ...	12-11-1958	22-6-1957	...
6.	V. Ramanathan ...	20-1-1959	1-12-1957	...
7.	K. Muhammad Beary ...	12-11-1958	12-11-1958	...
8.	B. Channabasappa ...	...	...	His name is shown in the final I. S. S. list of Under/Assistant Secretaries to Government as on 1st November 1956
9.	Mohd. Hyde sheriff ...	...	...	He retired from service before his chance came for promotion.
10.	S. Devaraj ...	...	...	He was absorbed in the former Mysore Public Service Commission
11.	K. Panduranga Rao ...	21-1-1959	12-11-1958	...
12.	Mohd. Fasiuddin ...	1-4-1959	1-4-1959	...
13.	Syed Raqueer Riza wasti ...	30-5-1961	20-1-1959	...
14.	N. J. Gorepoozade ...	12-2-1959	21-1-1959	...
15.	Syed Zahiruddin Hassan ...	17-9-1964	17-9-1964	He was overlooked for promotion on several occasions due to unsatisfactory work.
16.	Mohd. Ghaziuddin Khan ...	18-11-1969	18-11-1969	...
17.	H. R. Vaik ...	21-3-1959	12-2-1959	...
18.	K. Seshadri Iyer gar ...	16-11-1959	21-3-1959	...
19.	R. A. Deshpande ...	16-6-1959	16-6-1959	...
20.	K. Khader Mohieddin ...	...	...	His name is shown in the final I.S.S. list of Under/Assistant Secretaries to Government as on 1st November 1956
21.	J. A. Shantappa ...	...	...	He was transferred out of Secretariat and was not eligible for promotion.
22.	I. S. Shaikh ...	24-1-1957	14-11-1959	...
23.	S. Venkateshaiah ...	...	...	Retired on 27th March 1957 much before his chance came for promotion.
24.	B. Lakshmana Rao ...	...	...	His name is shown in the final I.S.S. list of Under/Assistant Secretaries to Government as on 1st November 1956:
25.	Bhim Rao ...	14-11-1959	16-11-1959	...
26.	S. Sripadaraj ...	18-11-1959	1-11-1959	...
27.	K. Seshagiri Rao ...	6-12-1959	6-12-1959	...
28.	R. A. Ramaswamy ...	10-5-1960	10-5-1960	...
29.	G. S. Telang ...	17-5-1961	2-6-1960	...
30.	P. R. Nadgir ...	10-5-1961	9-7-1960	...
31.	B. P. Patil ...	2-6-1960	17-5-1961	...

1	2	3	4	5
32.	D. Subba Rao	...	...	Retired on 15th August 1958 much before his chance came for promotion.
33.	I. Kumaraiah	15-6-1961	30-5-1961	...
34.	B. Purushotham	15-6-1961	30-5-1961	...
35.	S. V. Prabhu	15-6-1961	15-6-1961	...
36.	S. Nagesha Rao	15-6-1961	15-6-1961	...
37.	K. V. Sharma	15-6-1961	15-6-1961	...
38.	J. N. Radhakrishnan	10-7-1961	15-6-1961	...
39.	S. Abdul Wajid	11-8-1961	15-6-1961	...
40.	K. Kariyappa	...	...	Appointed as Tahsildar in Revenue Department.
41.	N. P. Joshi	15-8-1961	10-7-1961	...
42.	W. A. Smith	6-8-1961	11-8-1961	...
43.	H. S. Venkata Subbaiah	9-7-1960	...	He retired on 9th October 1960 and would not have been promoted as Under Secretary to Govt.
44.	S. V. Subramayya	...	...	He retired on 6th May 1960 before his chance came for promotion.
45.	M. W. Winston	30-10-1961	15-8-1961	...
46.	D. R. Channe Gowda	...	...	Retired on 12th June 1961 before his chance came for promotion.
47.	M. V. Ramaswami	...	...	Retired from service before his chance came for promotion.
48.	K. M. Krishnaswamy	9-3-1962	6-9-1961	...
49.	T. S. Ramaih	19-3-1962	30-10-1961	...
50.	H. K. Ananthasubba Rao	2-4-1962	9-3-1962	...
51.	A. I. Masilamani	25-5-1962	19-3-1962	Died on 27-1962
52.	S. Narasappa	26-3-1963	26-3-1963	He was overlooked once for promotion
53.	Harisarvotham Rao	10-11-1962	2-4-1962	...
54.	A. V. Mirza	1-12-1962	27-5-1962	...
55.	N. Ramaswamy	...	...	He was absorbed as Tahsildar Revenue Department.
56.	B. S. Sambasiva Iyer	...	...	Retired on 4th February 1961 before his chance came for promotion.
57.	C. Krishnamurthy Rao Sahib	15-4-1963	10-11-1962	...
58.	M. A. Meccai	23-5-1963	1-12-1962	...
59.	P. S. Bhandarkar	8-1963	2-2-1963	...
60.	M. S. Nanamaya	29-6-1965	22-3-1963	...
61.	S. Balasubramanyan	1-10-1963	15-4-1963	...
62.	L. G. Desai	2-2-1963	23-5-1963	...
63.	S. B. Chikkamath	22-3-1963	1-6-1963	...
64.	Syed Gulam Khaja	16-12-1963	1-8-1963	...
65.	Mohd. Ahsan	6-4-1964	1-10-1963	...
66.	M. R. Madappa	30-6-1965	16-12-1963	...
67.	Ramprasad Kapoor	6-4-1964	6-4-1964	...
68.	S. J. Grampurohit	6-4-1964	6-4-1964	...
69.	K. V. Subba Rao	29-7-1965	6-4-1964	...

1	2	3	4	5
70.	V. A. Gumaste ...	2-5-1964	2-5-1964	...
71	Mir Ikramuddin Ali Khan...	30-10-1964	30-10-1964	Repatriated to the Government of Andhra Pradesh on 5th March 1966.
72.	V. V. Ekambaram ...	18-11-1964	18-11-1964	...
73.	B. K. Srinivasan ...	23-12-1964	23-12-1964	...
74.	V. K. Venkatachalam ...	23-12-1964	23-12-1964	...
75.	K. Srinivasamurthy ...	...	...	Died before his chance came for promotion.
76.	S. Murugappa Sastry ...	...	...	Retired on 5th June 1963 before his chance came for promotion.
77.	A. M. Khatib ...	...	...	Retired on 5th October 1961 before his chance came for promotion.
78.	G. V. Desai ...	23-12-1964	23-12-1964	...
79.	K. C. Bothe ...	5-4-1965	5-4-1965	...
80.	A. M. J. Shaykh ...	22-4-1965	22-4-1965	...
81.	T. K. Rangaraja Iyengar...	1-12-1957	29-4-1965	...

H. P. DHARANENDRANATH,

*Under Secretary to Government,
General Administration Department.
(Services).*

20

Deputation of Secretaries to Government/Heads of Departments to attend meetings in Delhi—
Instructions regarding.

OFFICIAL MEMORANDUM

No. GAD 2 SIN 74. BANGALORE DATED THE 5TH FEBRUARY 1974.

It is observed by Government that a large number of officers of the State including Secretaries to Government and Heads of Departments are visiting Delhi to attend various meetings which happen to be purely routine and the Special Commissioner for Karnataka at New Delhi could as well represent the departments concerned in most of these meetings.

2. At present, orders regarding deputation of Secretaries to Government and Heads of Departments to attend meetings outside the State are issued by the Administrative Departments with the approval of the Minister concerned. In future, whenever a Secretary to Government or a Head of a Department is required to attend any meeting outside the State proposal in that regard should be submitted to the concerned Minister through the Chief Secretary. In respect of the proposals for deputation of these officers to attend meeting (s) at New Delhi, while submitting the files to the Chief Secretary, the Administrative Departments should also examine and indicate their views whether the Special Commissioner for Karnataka at New Delhi cannot represent the Government at the meeting (s). In addition, the Departments should also see that as far as possible both the Secretary to Government and the Head of the Department under his administrative control are not deputed to attend one and the same meeting held outside the State, unless it is an important one involving discussion of policy matters, etc. and specific orders are obtained on the point.

3. It is also necessary to ensure that officers other than those referred to above undertake tours outside the State with specific orders of the Government. In respect of such proposals, the Administrative Departments should obtain prior approval of the Chief Secretary to Government for their deputation.

4. The Secretaries to Government are requested to see that hereafter the above instructions are followed scrupulously.

R. J. REBELLO,

Chief Secretary to Government.